

**Minutes of the  
Comprehensive Development Plan Advisory Committee**  
Thursday, May 4, 2006

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Keith Henderson, Chairperson called the meeting to order at 4:02 p.m.

**Committee Members**

**Present (Name and Municipality):**

- Keith Henderson, Chairman, Town of Brookfield
- Barb Holtz, Town of Mukwonago
- Bill Biersach, Village of Chenequa
- Rebecca Finn, Village of Elm Grove
- Doug Koehler, City of Waukesha
- Dan Ertl, City of Brookfield
- John Fellows (attending for William Freisleben), Village of Menomonee Falls
- Bruce Kaniewski, Towns of Waukesha and Village of North Prairie
- Marilyn Haroldson, Town of Merton
- James Siepmann, Town of Summit
- Jeffrey Musche, Town of Lisbon
- Brian Turk, Towns of Delafield and Vernon
- Donald Wiemer, Village of Oconomowoc Lake
- Colin Butler, Town of Ottawa
- Brian Pionke, Town of Eagle, Village of Big Bend, Town of Waukesha
- Rick Kania, SEWRPC

**Committee Members**

**Absent (Name and Municipality):**

- Roland Tonn, City of Oconomowoc
- Wallace Thiel, Village of Hartland
- Walter Kolb, Waukesha County Park and Planning Commission
- Phil Schuman, City of Delafield
- Bart Zilk, Village of Dousman
- George Stumpf, Village of Lac La Belle
- Larry Plaster, Village of Butler
- Harlan Clinkenbeard, City of Pewaukee
- Chuck Nichols, Village of Pewaukee
- Jeff Herrmann, Towns of Genesee and Oconomowoc

**Others Present:**

- Dale Shaver, Director, Waukesha County Department of Parks and Land Use
- Richard L. Mace, Planning and Zoning Manager
- George Morris, Environmental Health Manager
- Kathy Moore, Senior Planner, Waukesha County Department of Parks and Land Use
- Daniel West, Town of Eagle Supervisor
- J. Scott Mathie, Metropolitan Builders Association
- Jerry Braatz, U.W. Extension

**Public Comment**

None.

**Approval of the December 8, 2005, Minutes**

*Mr. Musche moved, seconded by Mrs. Holtz, and carried unanimously, for approval of the December 8, 2005, Minutes.*

**Discussion of Appendix B**

Mr. Shaver indicated that Appendix B was updated after receiving additional comments from the communities. Mr. Kania suggested that any blank boxes under the “Historic Name” column, the type of use be inserted, such as church, residence, and cemetery. Mr. Pionke asked, in the column entitled “Municipality” the specific City or Village could be identified, not just the Town as is currently listed? Mr. Shaver explained, the data source for Appendix B came from the Wisconsin Historical Society and any changes to the table would have to be done manually. He asked the Committee if they were interested in making the above updates to the table? The Committee indicated they would like the additions made to Appendix B and offered to provide any information for their specific community to update the document. It was also decided to change the name of the second column from “Historic Name” to “Historic Name or Use”. Mr. Shaver said the updates would be made and approval of Appendix B would be held over until the next meeting.

**Status of Public Participation Plan and Subgroup Activities**

Mr. Trechter, professor of Agriculture and Applied Economics from the University of Wisconsin-River Falls and Ms. Hadley, Assistant Director of the survey research center were teleconferenced by phone to the Committee meeting. Mr. Braatz indicated the draft survey would be five pages long, focusing on public opinion from all residents in Waukesha County and would be a scientific random sample survey of all County residents. The Committee reviewed the draft survey and there were a number of questions and revisions from the Committee, which are listed below:

- How long would it take someone to answer the questions on the survey? Mr. Braatz replied, that twelve persons were asked to fill out the survey and the average time to complete the survey was approximately 12 to 14 minutes. He also indicated the survey should be no more than five pages in length in order to get an overall good return and extra postage would be required if it was longer.
- Would a standard cover letter accompany the survey? Mr. Trechter suggested that a cover letter from a relevant local person could be included stating the importance of the survey in terms of gathering public input. Mr. Shaver suggested a cover letter could be drafted listing the County Executive, County Board Chairman and the lead elected official for each municipality that is participating showing a cooperative effort. The cover letter could include that the specific community has contributed monetarily.
- Is there a cost breakdown for the survey? Mr. Shaver replied that the cost varied per community (based upon the community’s size) from approximately \$450.00 to \$900.00.
- Regarding Question 28: Will the participant understand that they are to assess the quality of services within their own municipality as opposed to general County services? Mr. Shaver suggested the heading for Question 28 could read as follows:

**COMMUNITY FACILITIES AND SERVICES** These questions ask for your opinion about your local municipality’s facilities and services.

- Mr. Shaver said there has been feedback indicating that some of the generalized questions could be deleted because they have less value than other questions.

**Edits to the Survey:**

- **Question No. 1: “QUALITY OF LIFE”**,
  - (e) Delete “Geographic Location”
  - (f) Change to read “Housing Choices”
  - (m) Change to read “Quality of Schools”.
  - (n) Change from “Roads” to “Roads/Traffic”.
  - (u) Change to read “Water Supply”
  - (v) Delete “Water Supply/Public”
- **Question No. 4:**
  - Delete “Traffic”
  - Change “Condition of Roads” to read “Traffic and Condition of Roads”
  - Add “Employment Opportunities”
- **Question No. 5:**
  - Add the word “Agricultural” to the title “**AGRICULTURAL**, NATURAL AND CULTURAL RESOURCES”
  - Add the word “Agricultural” to the sentence after the title, “This series of questions asks your opinion about **agricultural**, natural and cultural resources”.
  - Add the word “agricultural” to the second sentence. “Please rate how satisfied you are with how Waukesha County protects these **agricultural**, natural and cultural resources by checking.....”
- **Question No. 6:**
  - Add the word “Agricultural” to the first sentence, “Please identify which of the items, from 5a-j above, are the three most important **agricultural** natural /cultural resources.....”
- **Question No. 9:** Change question to read as follows:

“Programs are needed to provide assistance to low and moderate income residents for the purpose of **purchasing or** rehabilitating their homes”.
- Separate the box for Question 9 from Question 8
- **Question No. 11:**

Change graphic by removing the “lot not abutting a public road” from Option B.
- **Question No. 12:**

Change question to read as follows: “The population of Waukesha County has grown an average of 13% between 1970 to 2005, should this rate be increased or decreased?

  - Limit choice of answers to three.

- **Question No. 13:**

Change answer “Undeveloped Woodlands” to “Woodlands and Wetlands”.

- **Question No. 14:**

Discussion if Question 14 should be deleted from the survey.

- **Question No. 15:**

- Change question to: “Please rate how satisfied you are that the following county-wide growth issues are being addressed.....”
- Add (n), “Employment Opportunities”
- Add “Tax Rates”

- Add the following question on Page 2 under No. 8, **“HOUSING/DEVELOPMENT”**:

As the aging population increases, should the existing dwellings be able to be modified to allow homeowners to house an elderly or disabled relative in their home?

- **Question No. 17**

Modify to read:

“I use existing public transit services within the County (buses, taxi’s, ride shares, disability transport).”

- Add Question No. 17a: “If public transit services were available would you utilize them?”
- On Page 4, under “TRANSPORTATION”, add Question No. 24 as follows and/or reword Question 23: Does Waukesha County need an additional major, north/south transportation corridor?
- Change Question No. 21 to Question No. 19. Renumber others as necessary.
- For Questions No. 19 through 22, change answer column titles from Strongly Agree, Agree, Neutral, Disagree, Strongly Disagree, No Opinion to Excellent, Good, Average, Poor, Very Poor and No Opinion. Reword questions as necessary.
- Add question to “TRANSPORTATION” section.

“Are you willing to extend your commute time by increments of: No time increase, 0 to 10 minutes, 10 to 20 minutes, 20 to 30 minutes rather than improve major arterials?”

- Additional questions to possibly be added:
  - “If the amount of growth in Waukesha County stays the same, should higher density design be encouraged to lessen urban sprawl and to slow the development of farmland?”

- “Which of the following best describes your opinion about residential development? Choices for answers:  
Planning small lots  
New residential areas with larger lots  
Both  
Some of each  
Don’t know

A member of the Committee suggested the Staff add a sentence addressing the higher density issue and if it cannot be resolved at this meeting it could be circulated to the Committee members via e-mail. The answer choices could be as follows:

High-density development, which permanently preserves open space  
No opinion  
Low-density development, which urbanizes a larger area.

Mr. Shaver agreed and noted it should be placed under the “LAND USE AND GROWTH” section.

- Are you concerned that your children and/or younger relatives will be able to afford housing in Waukesha County? Mr. Shaver said it could be added under Question No. 8. There was also discussion that it could be a separate question.
- Delete Question No. 14, regarding impact fees.
- Question No. 28, add a separate column to the right of the table entitled “Would you be willing to share this service with multiple municipalities?” Yes or No. An additional question was suggested after No. 28 stating, “Of Items A through P, which of these (indicate by letter) would you be willing to consider on a shared service basis”
- Add question - Do you feel you are part of the Milwaukee Metropolitan region?
- Add question - Are you willing to volunteer to reduce home and business water consumption to conserve available groundwater? A suggestion was made regarding Question 5d, breaking the question into groundwater quality and groundwater depletion or adding it to Question No. 1. The Commission decided to work the above question into the survey.

Mr. Shaver said correspondence would be sent to each participating municipality asking for a financial commitment to participate in the survey with the cost. It was decided to mail out the final survey in September 2006.

### **Housing Analysis Pilot Project**

Mr. Shaver described the process, which the Town of Mukwonago used for their study. The equalized value from the assessment records were used, eliminating partial assessments and agricultural lands. The criteria for affordable housing was the equalized improved value of the property greater or equal to \$40,000 based on the tax assessment, equalized value land plus improvement was less or equal to the \$208,700, land area less than 10 acres and excluded large farms. The results were that there were four sites where the equalized improvement value was less than \$100,000, 50 sites between \$100,000 and \$150,000, 229 sites between

\$150,000 and \$199,000 and 125 sites between \$202,000 to \$208,000. In total there were 408 sites, which were under the \$208,700 value.

***Mr. Ertl moved, seconded by Mr. Siepmann, and carried unanimously, for approval of utilizing the same process for the Housing Analysis Pilot Project.***

**Review of Utility and Community Facility Subcommittee Scope of Study**

Mr. Shaver asked the Committee members to notify him of any persons they would recommend to serve on the Subcommittee.

***Mr. Kaniewski, seconded by Mr. Pionke, and carried unanimously, for approval.***

**Updated Materials Available and Timeline on the Internet**

Mr. Shaver showed the Committee the updated information relating to this Comprehensive Development Planning effort on the Internet site at [www.waukeshacounty.gov/landandparks](http://www.waukeshacounty.gov/landandparks).

**Next Meeting Topics and Date**

The next meeting will be held Thursday, August 3, 2006, at 4:00 p.m. in Room 255/259 of the Waukesha County Administration Center.

**Possible Topics for review:**

- Final Survey
- Final Appendix B
- Draft of Chapter 6
- Scope of Study for the Land Use Subcommittee

***There being no further business to come before the Committee, Mr. Siepmann moved, seconded by Mr. Wiemer to adjourn at 6:15 p.m.***